

**Interagency Coordinating Council on Early Intervention
Public Awareness Committee
November 20-21, 2003**

Members Present: Elaine Schneider (Co-Chair), Michelle Douyon-Davis (Co-Chair), Cynthia Jaynes, Thomas McCool, Zelna Banks, Kathleen Colvin, Toni Doman, Stephanie Pringle Fox, and Shirley Stihler

Members Absent: Nenita Herrera-Sioco

Department Liaisons: Pat Widmann (DDS)/Janet Canning (CDE)

Staff: Elissa Provance (WestEd)

The meeting was called to order by Elaine Schneider who gave an overview of the Executive Committee meeting and the use of the new tracking tool.

Following a lively discussion on the ICC priority areas—Early Entry, Transition, and IFSP—the Committee identified Early Entry as its priority area and identified actions to be pursued by the Committee. Refer to tracking tool.

Committee members were assigned tasks for the next meeting to address these actions.

The Committee adjourned at 4:30.

INFORMATION PROCESSING AND SHARING TOOL
PUBLIC AWARENESS COMMITTEE

NOVEMBER 20-21, 2003

COMMITTEE GOAL ICC PRIORITY	GENERAL APPROACH	ACTION PLAN	INFORMATION AND DATA SOURCES	FOR NEXT MEETING
<ul style="list-style-type: none"> ❑ Early Entry ❑ Increase awareness ❑ Increase access ❑ Increase collaboration 	<p>Increase the number and percentage of eligible children served</p> <p>Increase the number of children identified at an earlier age</p>	<p>1. Recommend site monitoring evaluations include questions on regional center (RC) inquiry and intake process under Child Find and Referral by Feb. 04.</p> <p>2. Follow status of Early Start Month (Proclamation to Governor in Dec.)</p> <p>3. Recommend ICC Executive Committee determine common methodology for establishing baseline for referral data by Feb. 04.</p> <p>4. Review current dissemination plans and referral data at May ICC meeting.</p> <p>5. Analyze product dissemination data to</p>	<p>Zelna - Inquiry/intake questionnaires to determine appropriateness for RC inquiry procedures</p> <p>Pat/Elissa/Elaine - Draft recommendation for PAC's Action Plan #1, submit to ICC in Feb with ICC action item in May.</p> <p>Pat/Janet - DDS/CDE referral data (age of referral, referral source, % of general pop. served, etc.)</p> <p>Janet - LEA referral data on low incidence disabilities to see if numbers are reflected in overall referral count</p> <p>Elissa - Referral sources from Annual Report data, NEILS</p>	<p>Review inquiry/intake questionnaires and draft recommendation for PAC's Action Plan #1</p> <p>Review and analyze available data from all sources.</p> <p>Determine next steps.</p>

INFORMATION PROCESSING AND SHARING TOOL
PUBLIC AWARENESS COMMITTEE

NOVEMBER 20-21, 2003

COMMITTEE GOAL ICC PRIORITY	GENERAL APPROACH	ACTION PLAN	INFORMATION AND DATA SOURCES	FOR NEXT MEETING
		<p>determine correlations with referral data by Feb. 04.</p> <p>6. Develop recommendations for a product evaluation plan by Nov. 04.</p> <p>7. Develop recommendations for statewide and local dissemination plans including internet access, website linkages, PSA distribution and traveling poster by Sep. 04.</p>	<p>data pertinent to California</p> <p>Pat - Current product dissemination plans</p> <p>Elissa - Product dissemination data (# of each product disseminated by RC, SELPA & FRC and etc.)</p> <p>Pat - Staff w/ expertise in evaluation to develop evaluation tool</p> <p>Pat – check with P. Guerrero to see if data is available regarding RC inquiry and intake procedures</p>	

INFORMATION PROCESSING AND SHARING TOOL
PUBLIC AWARENESS COMMITTEE

NOVEMBER 20-21, 2003

COMMITTEE GOAL ICC PRIORITY	GENERAL APPROACH	ACTION PLAN	INFORMATION AND DATA SOURCES	FOR NEXT MEETING
<ul style="list-style-type: none"> ❑ IFSP ❑ Increase collaboration ❑ Increase awareness 	<p>Increase the ability of all IFSP team members to be informed and prepared to function as active members of the team</p> <p>Increase use of family-friendly language by professionals.</p>	<p>Assist DDS in developing a family-friendly IFSP booklet (Collaborate with representatives from Family Resources and Supports Committee)</p> <p>Recommend posting Parents' Rights on the DDS website in PDF format by Feb. 04</p> <p>Recommend a process for inviting vendors, health care providers, and other involved professionals to IFSP meetings</p>	<p>Pat - content of current IFSP booklets and trainings developed locally</p> <p>Toni - send Elissa her FRC's Power Point training for families on IFSP.</p> <p>Elissa - Current DDS training and technical assistance information found in IFSP section of Service Coordinator's Handbook and Core Catalog.</p> <p>Janet – CDE's IFSP Booklet</p> <p>Janet/Pat – check with SEEDS and DDS Liaisons for list of service coordinators with expertise in coordinating IFSP meetings.</p>	<p>Review available materials</p>

INFORMATION PROCESSING AND SHARING TOOL
PUBLIC AWARENESS COMMITTEE

NOVEMBER 20-21, 2003

COMMITTEE GOAL ICC PRIORITY	GENERAL APPROACH	ACTION PLAN	INFORMATION AND DATA SOURCES	FOR NEXT MEETING
			Shirley - process for providing meeting notices (Zelna to research)	

INFORMATION PROCESSING AND SHARING TOOL
PUBLIC AWARENESS COMMITTEE

NOVEMBER 20-21, 2003

COMMITTEE GOAL ICC PRIORITY	GENERAL APPROACH	ACTION PLAN	INFORMATION AND DATA SOURCES	FOR NEXT MEETING
<ul style="list-style-type: none"> ❑ Transition ❑ Increase collaboration ❑ Increase awareness 	Increase family satisfaction regarding transition from Part C	<p>Provide input into the Transition section of the proposed Family IFSP booklet (Collaborate with representatives of Family Resources and Supports Committee)</p> <p>Provide recommendations for ensuring meeting notices are timely and include relevant participants</p>	<p>Pat - Transition materials currently in use locally</p> <p>Janet/Pat – check with SEEDS and DDS Liaisons for list of communities and/or SELPAs/LEAs that function well in transition at age three</p> <p>Elissa - Transition section of the Service Coordinator's Handbook</p> <p>Janet – Transition section of CDE's IFSP Handbook</p> <p>Elissa - Parent Satisfaction Survey data on transition</p> <p>Elaine - matrix of significant transition points</p>	Review available materials